

SW Regional TSE Committee

Meeting Minutes

Location: St. Luke's Meridian
520 S. Eagle Rd.
Bannock/Cheyenne Rooms

Date: June 18, 2015

Time: 1:00-3:00 PM

Jon Ross	Louis Monson	Kelly McNitt	Shane Sweek
Steve Blados	Aimee Stein	Erin Shumard	Shawn Rayne
Kate Barnes	Christian Surjan	Reyson Cotton	Cheryl Bice
Jeff Cappe	Christine Shirazi	Nathan Green, MD	Nichole Whitener
Cari Stuart	Kate Dealaman	Slade Thacker	Traci McGregor
Randy Howell	John Mayberry, MD	Teresa Smith	Deb Drake
Marisa Lunghofer	Jana Perry	Robert Glankler	Mark Urban
Tim Rawlings	Rebecca Kirsch	Kacey Wear	Sharon Chow

Agenda Item	Discussion	Action Required
Introduction	<ul style="list-style-type: none">Introduction of attendees present in room and participating via conference line.	
Old Business	<ul style="list-style-type: none">April minutes sent out by email prior to meeting. Motion to approve by Louis Monson. Christine Shirazi seconded that motion. All in favor, none opposed.	

Agenda Item	Discussion	Action Required
Bylaws	<ul style="list-style-type: none"> • Current draft of Bylaws reviewed. • Added clarification that non-voting members would be approved by the majority. • Annual meeting shall include reviewing bylaws, review of standing committees, and setting goals. • Subcommittees defined. • Decision made to clarify that the chairperson of a subcommittee must be a voting member of the SWRTSEC. Individual members do not have to be voting members. • Shawn Rayne requested that bylaws be available before the next meeting so that interested parties can review them before voting. Decision was made that draft of bylaws would be sent out immediately. • Discussion of proxy vote. Individuals who wish to vote by proxy must notify one of the executive members of who will be carrying his/her proxy vote. • Bylaws will be voted on at the next meeting (July 16). 	
Voting Committee Members	<ul style="list-style-type: none"> • Discussion on establishing initial membership. Copy of Saint Al's nomination letter shared with group so that each facility/agency can work on creating a similar letter. • Chairperson requested that each hospital, EMS agency, and air transport agency provide a letter of nomination by the next meeting. 	
Standing Agenda Items	<ul style="list-style-type: none"> • <u>Update State/Region</u>: Christian provided an update on state business. Discussion of data registry. The state council decided to not move forward with the TSE bands. There was also a discussion about the trauma level system as part of the state uses a 3 tier system and part of the state uses a 2 tier system. The state will likely adopt a 3 tier system statewide. Applications for state designation should be ready by July 15. • <u>EMS Update</u>: Shawn Rayne gave a brief description of the joint powers board • <u>Coordination of Care</u>: No update. • <u>Community Outreach/Prevention</u>: Lou Monson asked about hospital responsibility in providing trauma training and collaboration with EMS. Jana Perry shared some of the designation criteria pertaining to this issue that exists in the current standards manual. • <u>Quality Improvement</u>: Quality Improvement Handbook being developed by state council. Other regions have started case review and quality improvement activities. 	
Wrap Up	<ul style="list-style-type: none"> • Motion to adjourn by Deb Drake. Seconded by Christine Shirazi. 	

Agenda Item	Discussion	Action Required
	<ul style="list-style-type: none"> Next meeting will be held July 16, 1:00-3:00 PM at St. Al's Boise (Coughlin #3). 	

DRAFT